

Republic of the Philippines  
MARINDUQUE STATE COLLEGE  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant position of Marinduque State College in the CSC website:

**MERIAN C. MANI, Ed.D.**

(Head of Agency)

Date: **June 18, 2018**

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Instructor I	MSCB-INST1-24-2016	12	265,788.00	Bachelor's Degree in Information Technology/ Management or Computer Science with Master's Degree. In the absence of MA degree, with at least 15 MA units, or a BS degree holder in a computer-related course may be considered.	8 hours relevant training	2 years relevant experience in College teaching	None Required	Communication; Knowledge of Subject Matter; Information and Education Delivery; Interpersonal Relations; Knowledge of Organization; Professionalism	School of Technology, Boac Campus

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than **June 28, 2018**.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph);
2. Performance rating in the present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

**QUALIFIED APPLICANTS** are advised to hand in or send through courier/email their application to:

DR. MERIAN C. MANI/ Office of the College President  
SUC President II/ Marinduque State College  
Tanza, Boac, Marinduque  
msc\_hrmo@yahoo.com

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**

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1	Casual	n/a	n/a	126,120.00	Completion of two (2) years studies in College	None Required	Relevant experience as engineering/ mechanical staff or technician	None Required		General Services Office - Boac Campus

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than **June 29, 2018**.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph);
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